

The University of Tennessee
Employee Relations Committee
INSTITUTE OF AGRICULTURE
Wednesday October 12, 2016
Room 102 Morgan Hall

Minutes

Members Present:

Whitney Fair	Rebekah Jones	Carla Phillips
Cindy Lay	Angie Fox	Micki Heatherly
Dianne Trent	Lyssa McKenry	

Members Present via Zoom:

Kelly Grant	Jenny Jessup	Kaye Avrit
Susie Nicholson	Cory Malone	Deneen Gault

Welcome and Introductions

Meeting was called to order by Whitney Fair, Interim HRO, and introductions of those present (face-to-face and via zoom) were made. Whitney discussed the purpose of the committee. And its uniqueness to UTIA, as the Knoxville campus has its own. The Chancellor position is advisory in nature. Members are encouraged to reach out with any concerns, share the minutes and information from the meetings with those employees you represent. Minutes are emailed out to the committee and posted to the website.

Chancellor's Update

With Dr. Arrington retiring, Dr. Tim Cross has stepped in as Interim Chancellor. Dr. Delton Gerloff is Interim Dean of Extension and Dr. Christopher Clark is the Interim Department Head for Agricultural and Resource Economics. The Chancellor search is underway and employees will be updated accordingly as information is available. Whitney Fair is still serving as the Interim HRO and Dr. Shirley Hastings is Interim EESD Department Head, as that search continues as well.

HR Update

- Fair Labor Standards Act Update: Will take effect on December 1, 2016. To remain an exempt employee, the employee must make the minimum salary \$47,476, must perform exempt work, and must be paid salary not hourly. Those not meeting these requirements will become non-exempt. Extension Agents (nearly 100 employees) fall under a teaching exemption that will not be affected. Annual leave will be affected for those that will become non-exempt, and will be based on years of service like other non-exempt employees. Those employees changing to non-exempt will have the option to be paid monthly or biweekly. All other benefits will stay the same.

Employee Relations Advisory Board Meeting Report

- Carla Phillips' notes from the Employee Relations Advisory Board have been provided to the members via email.

UTIA Diversity and Inclusion Visit

- Dr. Noma Anderson will hold a Diversity & Inclusion UTIA Campus visit on Friday, November 11th. ERC is scheduled to meet with Dr. Anderson at 10:50am in 410 Plant Biotech. Any members that would like to attend are welcome to do so.

Dress Code

- Neither UT nor UTIA have an official dress code. Depending on the work being done, supervisors are encouraged to give practical guidance on what to wear.

Part Time Employees Attending Tennessee Board of Regents Schools

- Per state law, part time employees do not receive allowance for attending Tennessee Board of Regents Schools. Full time employees are allowed one course per semester for no cost to the employee.

EFNEP and TNCEP Positions: Full Time vs Part Time

- These positions are mainly grant funded. The percent of time for positions is based upon the size of the county or department, need for the position, and funds available.

Other Business

- A fire occurred at the vet school around 3:00am on October 12, 2016. The fire started in the sterilization area from a dryer. Clean up was already underway by afternoon.
- A training session in the future may be held to discuss the duties of the ERC members, re-establish roles, etc.
- Dr. Cross was able to join the last few minutes of the meeting. He stated the importance of the committee by saying this is an important group with an important voice. At times it may seem this group is tasked with negativity, but we have positive things to work toward as well. Anything he can do to make employees happier is his goal, within reason.

2017 Meeting Dates

- January 11
- April 12
- July 12
- October 11